

JOINT COMMISSION ON SHARED SERVICES INITIATIVES

MINUTES

September 18, 2014

The mission of the Joint Commission on Shared Services Initiatives is to provide visionary leadership in delivery of collaborative public services. We will accomplish this by identifying opportunities and challenges, engaging the multiple constituencies, and developing strategies to support collaboration in areas of common interest among the governmental bodies.

COMMITTEE: Joint Commission on Shared Services Initiatives

DATE: September 18, 2014

TIME: 7:30 a.m.

LOCATION: Room 137, School Administration Building

COMMITTEE CHAIR: Dave Duax

RECORDER: Angie Harmon

Commission Members: City – Dave Duax

County – Colleen Bates, Gregg Moore, Gerald Wilkie

School – Kathryn Duax, Chris Hambuch-Boyle, Chue Xiong

Commission Member Absent: Kerry Kincaid & Eric Larsen

Staff: Russell Van Gompel, Mary Ann Hardebeck, Angie Harmon, Linda DesForge and Tom Hurley

Staff Absent: Tom McCarty

AGENDA ITEM #1: Call to Order

Chairman Duax called the meeting to order at 7:32 a.m.

AGENDA ITEM #2: Approval of the minutes of the Joint Commission on Shared Services Initiatives meeting of July 24, 2014.

ACTION: Colleen Bates made a motion to approve the minutes as presented. The motion was seconded by Kathryn Duax. Motion carried.

AGENDA ITEM #3: Discussion of a Draft Charter for Shared Administrative Functions & Space.

The members discussed the draft charter for the Shared Administrative Functions & Space initiative and if it would be beneficial to appoint a facilitator and staff for the project, or hire an outside consultant. The consensus of the group would be to hire an outside consultant to take a look at the project and provide their recommendations. Members discussed that some departments work best where they are located now, but there may be other departments that would benefit from being centrally located. Some questions that were mentioned, would there be any state pilot programs that could help support this type of research and are there any other counties that have already started or completed this type of project? A few changes need to be made to the draft charter, including changing the word 'explore' to 'develop' in the mission statement. Also, eliminating one of the bullet points under Project Scope.

ACTION: Chris Hambuch-Boyle made a motion to approve the draft charter with the recommended changes and to hire a consultant to work on the project. The motion was seconded by Jerry Wilkie. Motion carried.

Discussion: When/If the draft charter and resolution be brought to the three respective boards for approval.

AGENDA ITEM #4: Discussion of the updated Joint Commission on Shared Services Dashboard for current projects.

The dashboard was sent out. There have been no changes to the dashboard since the last meeting.

AGENDA ITEM #5: Follow up on the Draft Elected Official's Guide to Emergency Management: Next steps in developing emergency management plans under Section 323.14, Wis. Stats.		
<p>Tom Hurley was present during the meeting to update the commission on the condensed Elected Official's Guide to Emergency Management. The roll of an elected official is to keep informed but not necessarily be a part of the operations. Eau Claire County has two groups that meet on a regular basis; they are the Local Emergency Planning Committee (LEPC) and the Emergency Medical Service Council (EMS). Sections under the Wisconsin Statute for Continuity of Government have additional sections that the commission may want to review to see if additional information could be added to the manual. Dave suggested forming a small three member sub-committee to review.</p> <p>Chairman Duax appointed Kathy Duax, Gregg Moore, and himself to be on the sub-committee.</p>		
AGENDA ITEM #6: Discussion and report from the three administrators on various needs.		
<p>The administrators are currently working on presenting budgets to the respective boards.</p>		
AGENDA ITEM #7: Discussion of future agenda items and future meeting dates:		
<p>a) Joint action on drug and alcohol abuse policies and prevention for the City, County and School District?</p> <p>The Healthy Community and Alcohol Task Force funding could possibly be cut; the City-County Health Dept. will find out status on Thursday. United Way will be making funding decisions to see what programs will be funded.</p> <p>This topic could be included as an item of discussion at the upcoming Clear Vision community meetings.</p>		
<p>b) Other ideas?</p>		
AGENDA ITEM #8: Adjournment.		
ACTION: Jerry Wilkie made a motion to adjourn the meeting at 8:49 a.m.		
The motion passed by unanimous consent.		
FUTURE MEETING DATES:	TIME:	LOCATION:
Tuesday, November 25	7:30 a.m.	North Conference Room, City Hall